



# **COVID-19 and Overdose Response Program Grants Initiative**

**Pre-Application Webinar**

May 21, 2021

# Agenda

---

- Introductions
- Procurement process information  
*(Robert Bruce, PHPA Chief Operations Officer)*
- Center for Harm Reduction Services background  
*(Dana Heilman, Division Chief)*
- COVID-19 and Overdose Response Grants Initiative background and key information  
*(Dana Heilman, Division Chief)*
- How to apply  
*(Dana Heilman, Division Chief)*

# Introductions

---

- Robert Bruce, Procurement Officer
  - Chief Operations Officer, PHPA
- Dana Heilman, Grant Monitor
  - Division Chief, Policy and Program Management, Center for Harm Reduction Services
- Participating organizations should enter the following in the chat box:
  - Name
  - Company name
  - Email address
  - Telephone number

# Procurement Process Information

---

- Section 1.6 Questions
  - How to submit questions
- Section 2.1 Applicant Mandatory Requirements
- Section 3 Scope of Work
- Section 4 Application format and submission
  - Volume I—Project Narrative
  - Volume II—Budget Justification/Narrative
  - Email preferred
- Section 5 Evaluation and Selection process

---

# Center for Harm Reduction Services Background

# MISSION AND VISION

---

## MISSION

The mission of the Prevention and Health Promotion Administration is to protect, promote and improve the health and well-being of all Marylanders and their families through provision of public health leadership and through community-based public health efforts in partnership with local health departments, providers, community based organizations, and public and private sector agencies, giving special attention to at-risk and vulnerable populations.

## VISION

The Prevention and Health Promotion Administration envisions a future in which all Marylanders and their families enjoy optimal health and well-being.

# Center for Harm Reduction Services (CHRS)

---

- Created in 2019 to centralize harm reduction activities from across the Maryland Department of Health
- Housed within Infectious Disease Prevention and Health Services Bureau (within PHPA)
- Oversees the Overdose Response Program, Syringe Services Program, ACCESS grants and resources programs, and various workforce development, training, and technical assistance activities

# STRATEGIC GOAL AND VISION

---

## STRATEGIC GOAL

The Center's strategic goal is to reduce substance-related morbidity and mortality by optimizing services for people who use drugs.

## VISION

CHRS envisions a Maryland where:

- Health care and social service systems meet the needs of people who use drugs in a comprehensive, community-based manner;
- People who use drugs have equitable access to high-quality care; and
- Services provided to people who use drugs are free from stigma and discrimination

---

# Grant Background and Key Information

# Grant Summary

Request for Proposals	COVID-19 and Overdose Response Grants Initiative
Solicitation number	PHPA 1527 BPM024065
Issuing office	Maryland Department of Health Center for Harm Reduction Services
Procurement officer	Robert Bruce (410) 767-0783 <a href="mailto:Robert.bruce@maryland.gov">Robert.bruce@maryland.gov</a>
Grant monitor	Dana Heilman (410) 767-2955 <a href="mailto:Dana.heilman1@maryland.gov">Dana.heilman1@maryland.gov</a>
How to submit	Preferred by email: <a href="mailto:phpa.procurement@maryland.gov">phpa.procurement@maryland.gov</a> Subject: Robert Bruce PHPA 1527 BPM024065
Closing date and time	June 4, 2021, 2:00 PM
Anticipated duration	August 1, 2021 – June 30, 2022 Possible option of July 1, 2022 – September 30, 2022 dependent on funding availability

# Contract Type

---

- The Agreement resulting from this solicitation shall be a **COST CONTRACT**
- Grantees will invoice MDH Center for Harm Reduction Services for allowable costs incurred in performance of the contract

# Applicant Eligibility

---

- Applicant must be
  - A social organization (as defined in State Finance and Procurement Article Section 7-402) with nonprofit 501(c)(3) status, OR
  - A local, state government agency, public college, or state university

# Applicant Eligibility

---

- Current receipt of an award from the Center for Harm Reduction Services does not preclude application to this grant opportunity

# Applicant Eligibility

---

Applicants proposing naloxone distribution activities as part of their scope of work must:

1. Have current authorization as an Overdose Response Program, OR
2. Apply to MDH for [authorization as an Overdose Response Program](#) within 1 month of grant application, OR
3. Dispense naloxone only under the authority of, or in partnership with, an authorized Overdose Response Program (*written evidence required*)

# Public health impacts of COVID-19 among people who use drugs

---

- The COVID-19 pandemic and mitigation measures are associated with an increase in overdose deaths nationally and locally
- Influencing factors include the disruption of services, changes to the drug supply, and the effects of social isolation and mental health

# Supported Activities Summary

---

CORGI grants will support projects that:

- Address harms related to the COVID-19 pandemic among people who use drugs:
  - Address the increase in overdose deaths through targeted naloxone distribution by people with lived experience (including but not limited to certified peers) and other methods; and/or
  - Address other harms related to the COVID-19 pandemic among people who use drugs
- In addressing COVID-19-related harms among people who use drugs, support the Center's overall strategic goal to reduce substance-related morbidity and mortality by optimizing services for people who use drugs

# Unallowable costs

---

- Research
- Vehicle purchases
- Food for staff
- Clothing
- Renovations
- Rent costs not specifically related to services
- Naloxone (will be provided at no cost directly by MDH)
- Advertising costs above \$10,000 or 10% of grant, whichever is less
- Medication purchase
- Greater than 10% indirect

# CORGI priorities (1)

---

3.1.7 Targeted naloxone distribution to address COVID-19-related increases in overdose deaths through the following activities:

- Employment of people with lived experience (including but not limited to certified peers) to conduct overdose response training and distribute naloxone
- Purchase of naloxone kit supplies and education materials
- Other project expenses to support naloxone distribution to highly impacted populations
- Purchase of Personal Protective Equipment and hygiene items to prevent the spread of COVID-19
  - To protect staff members conducting outreach to people who use drugs
  - For distribution to client population of people who use drugs

# CORGI priorities (2)

---

## 3.1.8 Other harm reduction projects

- Support for other overdose prevention strategies
- Support for other special projects that address the public health impacts of the COVID-19 pandemic among people who use drugs
  - Supporting people who use drugs to access the COVID-19 vaccine, such as
    - Transportation to vaccination appointments
    - Case management
    - Education and information
- Temporary emergency housing paired with case management for people experiencing homelessness

# Center for Harm Reduction Services overall strategic priorities

---

Harm reduction:

- An approach to service provision and a drug-policy reform movement that seeks to reduce the harms associated with drug use and drug policies
- Some key tenets:
  - People are not defined by their drug use
  - Quality of life improvement takes priority as an outcome over abstinence
  - People define their own goals, including regarding their drug use behaviors
  - Voices of people who use drugs must be centered in programs and policies that affect them

# **Center for Harm Reduction Services overall strategic priorities (3.1.10)**

---

- A. Meet people where they are
  - 1. Prioritization of highly impacted populations
  - 2. Client-centered service delivery and low barrier/low threshold services
  - 3. Geographically-specific strategies
- B. Provide comprehensive services
  - 1. Drug user health framework
  - 2. Responsiveness to emerging needs
  - 3. Address social determinants of health
- C. Provide culturally competent and peer-run services

---

# How to apply

# eMaryland Marketplace Advantage (Section 1.5)

---

- You must register on eMaryland Marketplace (eMMA) in order to apply
- Registration is free
- Register as a new vendor [here](#)
- All solicitation information will be posted on eMMA

# Section 2.1 Applicant Mandatory Requirements Documentation

---

- All social organization applicants must submit their (or their fiscal sponsor's) proof of 501(c)(3) tax-exempt status
- If your organization falls under #3 in 2.1.3 (dispense naloxone only under the authority of or in partnership with an authorized Overdose Response Program), written evidence of this relationship

# Overall proposal outline

## Volume I: Project Narrative (aka Technical Proposal)— *\*do not include cost information*

- ***Transmittal letter***  
(required information listed in 4.3.1.1 page 18)
- ***Project narrative/scope of work***
  1. Work Plan  
(described in 3.2.1 on page 13, [template available](#))
  2. Project Description  
(described in 3.2.2, pg 13-14)
  3. Mandatory Requirements Documentation

## Volume II: Budget Justification/Narrative (4.4) [Template available](#)

- ***Exhibit B—Budget Form***
- ***Exhibit C—Budget Narrative***

# Volume I: Project Narrative (4.3.1)

## Transmittal Letter

---

*The following should be included in the given order:*

- Applicant;
- Solicitation Title and Solicitation Number that the Proposal is in response to (PHPA 1527 BPM024065)
- Signature, typed name, and title of an individual authorized to commit the Applicant to its Proposal
- Federal Employer Identification Number (FEIN) of the Applicant, or if a single individual, that individual's Social Security Number (SSN)
- Applicant's eMMA number (see slide 20)
- Applicant's MBE certification number (if applicable);
- Applicant's SBR number (if applicable) – please contact eMMA at 410-767-1492 if you don't know your number.

# **Volume I: Project Narrative (4.3.1)**

## **Project narrative/scope of work**

---

### **1. Work Plan**

- Use template provided and follow instructions/examples

### **2. Project description**

- No longer than 3 pages
- Includes the following as described on page 13-14:
  - A. Organization
  - B. Staff Capacity
  - C. Proposed project
- Clear, simple, brief
- Include all requested information

### **3. Mandatory requirements documentation**

- 501(c)(3) documentation
- MOU with ORP, if applicable

# Volume II: Budget Narrative (4.4)

---

Complete and submit the following ([template available](#)):

- ***Exhibit B—Budget Form***
- ***Exhibit C—Budget Narrative***

# How to submit

---

- Via email to [phpa.procurement@maryland.gov](mailto:phpa.procurement@maryland.gov) by June 4, 2021 at 2:00 PM
- Submit separately:
  - Project narrative (aka Technical Proposal)
    - Subject line “Robert Bruce PHPA 1527 BPM024065 Technical Proposal”
  - Budget narrative
    - Subject line “Robert Bruce PHPA 1527 BPM024065 Budget Narrative”

# Evaluation of the Applications

---

- Applications will be reviewed and scored by an evaluation committee to determine which Applications are “most advantageous to the State,” considering price and evaluation factors

# Evaluation of the Applications

---

Evaluation criteria in descending order of importance (pg 21)

1. Project addresses the public health impacts, including overdose, of the COVID-19 pandemic among people who use drugs
2. Workplan goals are specific and measurable; tasks are relevant to addressing the public health impacts, including overdose of COVID-19; goals are achievable within the given timeframe.
3. Organization has the capacity to perform the proposed activities, considering organization capacity, history, and staff
4. Project involves people with lived experience in planning and/or implementation

# Evaluation of the Applications

---

Evaluation criteria in descending order of importance (pg 21)—continued:

5. Project uses a targeted approach to reaching people who use drugs
6. Project reflects the Center's strategic priorities where applicable:
  - a. Meets people where they are, including:
    - i. Prioritizes highly impacted populations
    - ii. Service delivery is client-centered and low barrier/low threshold
  - b. Is part of a comprehensive service system that:
    - i. Addresses the continuum of drug user health needs
    - ii. Responds to emerging needs
    - iii. Addresses the social determinants of health
  - c. Demonstrates a commitment to cultural competence and peer-run services

# Evaluation of the Applications

---

- See 3.1 Background and Purpose on pages 7-12 for background information related to the evaluation criteria

---

# Questions?

# *Thank you!*

---

***Dana Heilman***

Division Chief, Policy and Program Management

410-707-5380

[dana.heilman1@maryland.gov](mailto:dana.heilman1@maryland.gov)

***Robert Bruce***

Chief Operations Officer, Prevention and Health Promotion Administration

(410) 767-0783

[Robert.bruce@maryland.gov](mailto:Robert.bruce@maryland.gov)

**[Center for Harm Reduction Services](#)**